

AIR TRANSPORT COMMAND
PACIFIC DIVISION, WEST COAST WING
1504th AAF BASE UNIT
Fairfield-Suisun Army Air Base, California

352.12

9 April 1945

GARDNER, JACK H. 1LT
NAME RANK

EXAMINATION ON SAFEGUARDING MILITARY INFORMATION

This examination on Safeguarding Military Information must be completed in one (1) hour. There are thirty-three (33) questions. A perfect paper is worth one hundred (100) points. Three (3) points will be taken off for each incorrect answer; sixty percent (60%) or higher constitute a passing grade. The questions have been so designed and worded that there is only one correct answer to each one.

The first twenty-five (25) questions are of the "True-False" variety. At the left margin of the paper there are two (2) columns, one headed "True," and the other headed "False." If the statement is "true," make a check mark or an "X" in the "True" column. If you think the statement is "false," make a check mark or an "X" in the "False" column. All questions marked in both columns or not marked in either column will be considered incorrectly answered.

The last thirteen (13) questions are of the "Multiple Choice" variety. You are given the choice of four (4) answers. Only one (1) of these is correct. Underline the correct answer.

TRUE - FALSE

TRUE FALSE

- | TRUE | FALSE | |
|------|-------|---|
| X | | (1). All documents designated as registered will be classified as Secret. |
| | X | (2). Any Commissioned Officer may classify documents and materiel as Secret. |
| X | | (3). Any Commissioned Officer may classify documents and materiel as Confidential. |
| X | | (4). Each document should be graded according to its own content and not necessarily according to its relationship to another document. |
| | X | (5). Personnel are entitled solely by their grades or positions to the knowledge or possession of classified material. |
| X | | (6). It is the obligation of all authorities to keep classified matter constantly under review and to downgrade it as soon as conditions permit. |
| X | | (7). The knowledge or possession of classified materiel is entrusted only to those individuals whose official duties require such knowledge or possession. |
| X | | (8). Classified books or pamphlets, the pages of which are permanently and securely fastened together, will be plainly and conspicuously marked or stamped with the appropriate classification on the cover, title page, and first page, only. |
| | X | (9). Classified communications and other material not permanently and securely fastened together, but clipped or stapled together, will be marked or stamped with the appropriate classification on the cover, title page and first page, only. |
| X | | (10). The authority making the original classification, or higher authority, may cancel or change the classification of a document. |
| X | | (11). In all cases, transmission and custody of secret documents and materiel will be covered by a receipt system. |

signed and worded that there is only one correct answer to each one.

The first twenty-five (25) questions are of the "True-False" variety. At the left margin of the paper there are two (2) columns, one headed "True," and the other headed "False." If the statement is "true," make a check mark or an "X" in the "True" column. If you think the statement is "false," make a check mark or an "X" in the "False" column. All questions marked in both columns or not marked in either column will be considered incorrectly answered.

The last thirteen (13) questions are of the "Multiple Choice" variety. You are given the choice of four (4) answers. Only one(1) of these is correct. Underline the correct answer.

TRUE - FALSE

TRUE FALSE

X		(1). All documents designated as registered will be classified as Secret.
	X	(2). Any Commissioned Officer may classify documents and materiel as Secret.
X		(3). Any Commissioned Officer may classify documents and materiel as Confidential.
X		(4). Each document should be graded according to its own content and not necessarily according to its relationship to another document.
	X	(5). Personnel are entitled solely by their grades or positions to the knowledge or possession of classified material.
X		(6). It is the obligation of all authorities to keep classified matter constantly under review and to downgrade it as soon as conditions permit.
X		(7). The knowledge or possession of classified materiel is entrusted only to those individuals whose official duties require such knowledge or possession.
X		(8). Classified books or pamphlets, the pages of which are permanently and securely fastened together, will be plainly and conspicuously marked or stamped with the appropriate classification on the cover, title page, and first page, only.
	X	(9). Classified communications and other material not permanently and securely fastened together, but clipped or stapled together, will be marked or stamped with the appropriate classification on the cover, title page and first page, only.
X		(10). The authority making the original classification, or higher authority, may cancel or change the classification of a document.
X		(11). In all cases, transmission and custody of secret documents and materiel will be covered by a receipt system.
	X	(12). In all cases, transmission and custody of confidential materiel will be covered by receipt system.
X	X	(13). All classified material will be transmitted in double sealed envelopes, the inner envelope stamped with the appropriate classification.

TRUE FALSE

X	(14).	Only Commissioned Officers, Warrant Officers and specially trusted Enlisted Men and Civilian Employees will be permitted to have access to the containers of registered documents or the combination or keys thereto.
X	(15).	At every Headquarters, an inspection will be made each day, immediately before the close of business, to insure that all classified documents and cryptographic devices have been properly put away.
X	(16).	Secret or confidential documents may be disposed of by burning by the custodian without anyone else being present.
X	(17).	Restricted documents may be disposed of by burning by the custodian without anyone else being present.
X	(18).	In all cases, the custodian of secret or confidential documents may direct or carry out their destruction on his own initiative.
X	(19).	A semi-annual inventory return or report of possession of all registered documents is required.
X	(20).	In paraphrasing, it is sufficient to paraphrase only the beginning or ending of the message.
X	(21).	The procedure to be followed in the handling of messages in restricted codes and ciphers should be substantially the same as that prescribed for those in confidential code or cipher.
X	(22).	The use of any authorized code, cipher system, or cipher device for cryptographing personal messages is forbidden.
X	(23).	The custodian of a registered document may reproduce it on his own initiative.
X	(24).	It is necessary to establish a priority in order to establish an airspace reservation.
X	(25).	Only secret documents, or materiel, the security aspect of which is paramount, and whose unauthorized disclosure would cause exceptionally grave damage to the nation, shall be classified Top Secret.

MULTIPLE CHOICE

- (26). Very important political documents dealing with such matters as negotiations for alliances and the like will normally be graded Top Secret, Secret, Confidential, Restricted.
- (27). ✓ Routine intelligence reports will normally be graded Top Secret, Secret, Confidential, Restricted.
- (28). ✓ Order of battle information and locations affecting our order of battle will normally be graded Top Secret, Secret, Confidential, Restricted.
- (29). Matters, investigations, and documents of a personal and disciplinary nature, the knowledge of which it is desirable to safeguard for administrative reasons will normally be graded Top Secret, Secret, Confidential, Restricted.
- (30). ✓ Strength returns of units remote from operational theaters will normally be graded Top Secret, Secret, Confidential, Restricted.
- (31). Critical information of new and important munitions of war, including approved scientific and technical developments will normally be graded Top Secret, Secret, Confidential, Restricted.
- (32). ✓ Adverse reports on general morale affecting major operations will normally be graded Top Secret, Secret, Confidential, Restricted.

- (19). A semi-annual inventory return or report of possession of all registered documents is required.
- (20). In paraphrasing, it is sufficient to paraphrase only the beginning or ending of the message.
- (21). The procedure to be followed in the handling of messages in restricted codes and ciphers should be substantially the same as that prescribed for those in confidential code or cipher.
- (22). The use of any authorized code, cipher system, or cipher device for cryptographing personal messages is forbidden.
- (23). The custodian of a registered document may reproduce it on his own initiative.
- (24). It is necessary to establish a priority in order to establish an airspace reservation.
- (25). Only secret documents, or materiel, the security aspect of which is paramount, and whose unauthorized disclosure would cause exceptionally grave damage to the nation, shall be classified Top Secret.

MULTIPLE CHOICE

- (26). Very important political documents dealing with such matters as negotiations for alliances and the like will normally be graded Top Secret, Secret, Confidential, Restricted.
- (27). Routine intelligence reports will normally be graded Top Secret, Secret, Confidential, Restricted.
- (28). Order of battle information and locations affecting our order of battle will normally be graded Top Secret, Secret, Confidential, Restricted.
- (29). Matters, investigations, and documents of a personal and disciplinary nature, the knowledge of which it is desirable to safeguard for administrative reasons will normally be graded Top Secret, Secret, Confidential, Restricted.
- (30). Strength returns of units remote from operational theaters will normally be graded Top Secret, Secret, Confidential, Restricted.
- (31). Critical information of new and important munitions of war, including approved scientific and technical developments will normally be graded Top Secret, Secret, Confidential, Restricted.
- (32). Adverse reports on general morale affecting major operations will normally be graded Top Secret, Secret, Confidential, Restricted.
- (33). Knowledge of enemy materiel and procedure, the value of which depends upon the enemy not knowing that we possess it will normally be graded Top Secret, Secret, Confidential, Restricted.